

**SOCIAL WORKER SECTION
MINUTES
March 3, 2004**

PRESENT: Jennifer Borup, George Kamps, Ada Williams-Parr

EXCUSED: Crystal Berg

STAFF PRESENT: Kimberly Nania, Bureau Director; John Schweitzer, Legal Counsel;
Gina York, Bureau Assistant; and other Department staff

GUESTS: Mark Herstand, NASW; Bill Heiss, UW-Madison; Joanne Barndt,
UW-Milwaukee; Leona Lewis, University of Upper Iowa; Carol Thomas,
WMHI; and Richard Salem, UW-Whitewater, Dept of Sociology

CALL TO ORDER

George Kamps, called the meeting to order at 9:19 am. A quorum of 3 members was present.

AGENDA

Additions to the Agenda:

- Open Session: Under Consulting with Legal Counsel Add: Credentialing question regarding SWTC Experience; and Question and Response regarding CE Credit

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to approve the agenda with as ammended. Motion carried unanimously.

APPROVAL OF MINUTES JANUARY 14, 2004

Amendments to the Minutes:

- Page 3: Under Discussion of Proposal for AODA Task Force Meeting – Fourth line delete “it” then insert “health” in last line after the word mental.

MOTION: Ada Williams-Parr moved, seconded by Jennifer Borup, to approve the minutes of January 14, 2004 as amended. Motion carried unanimously.

ADMINISTRATIVE REPORT KIMBERLY NANIA

Kimberly Nania, Bureau Director of Health Services, informed the Board of the retirement in the Department's Legal Counsel Division. Attorney Bill Dusso, Supervisor and Head Legal Counsel. The Department has chosen a new Head Legal Counsel his name is Steve Gloe.

Dr. Nania shared that as of February 6, 2004 there is a new process regarding legislative rules and procedures. Therefore, when considering a rule change there will be a more in-depth process. Currently the Department is working on some new policies and procedures, which will be shared, with the Sections/Boards when available. For example, one of the things that we will be doing differently is that there will be more planning and communication with the Boards to plan and define future goals. Another goal is to eventually have paperless meetings and Board members will have access to all information through the DRL Website. The Department is looking into having graduate students work at DRL as interns to gain experience and provide additional assistance to the Department. The Regulatory Digest will begin again in the very near future and the Department feels this is an important form of communication to professions. Code books and applications will be updated only two times per year.

Dr. Nania shared that there has not been any new appointments at this time. Therefore, it is important that if a Board member will not be attending a Board/Section meeting they must call Dr. Nania or Gina York of this. If we do not hear from members, we assume you will be attending the meeting. If we are informed that someone cannot attend, Board members will be notified by email and/or telephone as soon as we are notified to ensure we have a quorum. The Board would like to have something added at the end of the minutes with the next meeting information. Gina York will add this to all future meeting minutes.

PRESENTATION OF PROPOSED STIPULATIONS

Attorney Jack Zweig presented stipulations to the Section regarding: Anne V. Ehrmentraut, CSW; Susan L. Aleckson, CSW; Christina M. Hubert, TCSW ; and Susan P. Huycke, LCSW .

SUMMARY OF REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES

John Schweitzer, Legal Counsel, reviewed the report with the Section at today's meeting.

**ASSEMBLY BILL: AB 693 AND SENATE VERSION: SB 401 REGARDING
QUALIFICATIONS FOR CLINICAL SOCIAL WORKERS**

John Schweitzer, Legal Counsel shared the status of AB 693 and SB 401 regarding the qualifications for clinical social workers. The Section took the following action.

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to direct George Kamps to send a letter on behalf of the Section regarding AB 693 and SB 401 to the legislators. Motion carried unanimously.

DEFINE THE MEANING OF FIVE YEARS POST-MASTER V.S. POST-LICENSURE

The Section discussed how it will determine the meaning of when the five years begins for individuals who are working toward licensure as a clinical social worker.

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to that the interpretation of when the 5 yrs begins is with the inclusion of their 2 years of supervised practice. Motion carried unanimously.

ADDITIONAL RECORD KEEPING LANGUAGE FROM THE PSYCHOLOGY BOARD

The Section discussed and reviewed additional record keeping language that the Psychology Board uses. John Schweitzer, Legal Counsel will bring this information and language before the full Joint Board at their next meeting for further review and discussion.

DRAFT LANGUAGE FOR AODA RULE

John Schweitzer provided a summary review of what occurred prior to the drafting of this language. The AODA Task Force met in January 2004 and George Kamps, Jennifer Borup, and Attorney Schweitzer was involved and an agreement was reached and this is the draft of the language reflecting the agreement from that meeting. The Section reviewed the draft language presented by Attorney Schweitzer. There was a lengthy discussion on specific changes the Section would like made to clarify the language and provided them to Attorney Schweitzer. The Section would like to invite WCB to the next meeting to discuss this language and clarification of how persons can meet the 180 hrs requirement.

HEARING ON DENIAL OF APPLICATION – JONI DELWICHE

A Class 1 hearing was held at 11:18 a.m. in the matter of Joni Delwiche. This will be deliberated on in closed session.

HEARING ON DENIAL OF APPLICATION – LIZA SPOFFORD

A Class 1 hearing was held at 11:48 a.m. in the matter of Liza Spofford. This will be deliberated on in closed session.

PERSONAL APPEARANCE APPLICATION REVIEW – MARY GRIFF

Mary Griff appeared before the Social Work Section at 12:04 p.m. regarding her application for a SWTC. This will be deliberated on in closed session.

PSYCHOPATHOLOGY FOR CLINICAL SOCIAL WORK CONCENTRATION

The Section discussed this topic at length and took the following action.

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to seek to amend MPSW 2.01(9) in the following way. To eliminate (b) and add a final sentence to (9) that says that concentration must include one course in psychopathology. Motion carried unanimously.

REVIEW COPY OF THE DEPARTMENT OF REVENUE NOTIFICATION TO CREDENTIAL HOLDERS THAT DENY RENEWAL OF LICENSURE AND DISCUSS PROCEDURES INVOLVED

Joel Garb, Paralegal in Office of Legal Counsel, provided information regarding the process and sequence of events that is involved with the Department of Revenue (DOR) notification to credential holders owing back taxes and the inability to renew their credentials. Once the individual has shown proof of reaching an agreement with DOR or have made payment the credential can then be issued.

SET STANDARDS FOR INTERN TRAINING CERTIFICATE

Dr. Richard Salem addressed the Section regarding his concerns and made suggestions regarding the setting of standards and the number of CE hours for the intern training certificate. The Section is looking for consistency and the client's expectations of a social worker in Wisconsin and the protection of the public.

SOCIAL WORK TRAINING CERTIFICATE (SWTC) LIST UPDATE

The Section will have a discussion and look at feedback from others regarding the number of hours from 300-400 at their next meeting. This will be added to the April 2004 agenda.

CORRESPONDENCE: MICHAEL GAFFNEY REGARDING THE SOCIAL WORK CERTIFICATE

The Section reviewed and discussed the correspondence received for Michael Gaffney regarding the social work certificate. The Section will follow this up in the usual manner with Jan Neitzel, Credentialing.

MEMORANDUM OF UNDERSTANDING

The Section was interested in creating a memorandum of understanding to ensure that discipline taken on those with dual licensure was applied in a more consistent manner. After some discussion, the Section took the following action.

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, that when a complaint on a dual credential holder is received that DOE, whenever possible, notifies the parties as to stipulations that have been agreed upon. Motion carried unanimously.

SCREENING PANEL REPORT

Jennifer Borup reported that the screening panel reviewed seven cases, opened one, did not open four cases, and requested more information on one case and

SPEAKING ENGAGEMENT REQUESTS

There was one speaking engagement request for Jennifer Borup to do a presentation at the Wisconsin Council of Social Work (WCSW) Education Conference in April 2004. The Section took the following action.

MOTION: Ada Williams-Parr moved, seconded by George Kamps, to approve Jennifer Borup to make the presentation at the WCSW Conference in Wisconsin Dells on April 2, 2004. Motion carried unanimously.

INFORMATIONAL ITEMS - LETTER FROM GAYLE HELD

Informational. No action was needed.

CONSULTING WITH LEGAL COUNSEL

QUESTION AND RESPONSE REGARDING CE CREDIT

Informational only. No action needed.

CREDENTIALING QUESTION REGARDING SWTC EXPERIENCE

The Section had a discussion with Jan Neitzel, Credentialing and John Schweitzer, Legal Counsel, regarding SWTC experience. The Section explored how to resolve a problem with certain applications in which experience was obtained in the time period between the underlying degree program and the issuance of the SWTC. After looking at application scenarios, input from Ms. Neitzel, the Section felt it would be beneficial to have a letter sent indicating a cut off date for accepting applications with work experience received prior to application. The Section took the following action.

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, that John Schweitzer, Legal Counsel, draft a letter from the Social Work Section to those persons questioning the cut off date for accepting work experience prior to application. Motion carried unanimously.

VISITOR COMMENTS

Noted.

CONVENE TO CLOSED

MOTION: Ada Williams-Parr moved, seconded by Jennifer Borup, to convene to Closed Session to deliberate on cases involving hearings, monitoring reports, proposed stipulations, administrative warnings, case closings, examination issues, request for appeal of denials, application review, and reinstatement requests and case status reports. Motion carried by roll call vote: George Kamps-yes; JenniferBorup-yes; Ada Williams-Parr-yes. Motion carried unanimously.

Open session recessed at 2:04 p.m.

IMPAIRED PROFESSIONALS PROCEDURE (IPP)

None.

MONITORING

None.

DELIBERATION ON OTHER MONITORING CASES RECEIVED AFTER THE MAILING OF THE AGENDA

None.

DELIBERATION REGARDING HEARING ON DENIAL OF APPLICATION JONI DELWICHE

MOTION: Ada Williams-Parr moved, seconded by Jennifer Borup, to approve the application of Joni Delwiche. Motion carried unanimously.

DELIBERATION REGARDING HEARING ON DENIAL OF APPLICATION LIZA SPOFFORD

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to approve the application of Liza Spofford after she submits an additional completed supervisory affidavit. Motion carried unanimously.

DELIBERATION REGARDING PERSONAL APPEARANCE, APPLICATION REVIEW MARY GRIFF

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to request John Schweitzer, Legal Counsel, to send a letter to Ms Griff asking her to withdraw her application. Motion carried unanimously.

DELIBERATION OF PROPOSED STIPULATION AND FINAL DECISION AND ORDER

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ANNE V. EHRMENTRAUT,CSW (02 SOC 016)

MOTION: Ada Williams-Parr moved, seconded by Jennifer Borup, to adopt the Finding of Fact, Conclusions of Law, Order and Stipulation in the matter of Anne V. Ehrmentraut, CSW. Motion carried unanimously.

**DELIBERATION OF PROPOSED STIPULATION AND FINAL DECISION AND ORDER
SUSAN L. ALECKSON, CSW (03 SOC 054)**

MOTION: Ada Williams-Parr moved, seconded by Jennifer Borup, to adopt the Finding of Fact, Conclusions of Law, Order and Stipulation in the matter of Susan L. Aleckson, CSW. Motion carried unanimously.

**DELIBERATION OF PROPOSED STIPULATION AND FINAL DECISION AND ORDER
CHRISTINA M. HUBERT,TCSW (03 SOC 045)**

MOTION: Ada Williams-Parr moved, seconded by Jennifer Borup, to adopt the Finding of Fact, Conclusions of Law, Order and Stipulation in the matter of Christina M. Hubert, TCSW. Motion carried unanimously.

**DELIBERATION OF PROPOSED STIPULATION AND FINAL DECISION AND ORDER
SUSAN P. HUYCKE, LCSW (00 SOC 042)**

MOTION: Ada Williams-Parr moved, seconded by Jennifer Borup, to adopt the Finding of Fact, Conclusions of Law, Order and Stipulation in the matter of Susan P. Huycke, LCSW. Motion carried unanimously.

**DELIBERATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED AFTER
MAILING OF AGENDA**

None.

**DELIBERATION OF PROPOSED ADMINISTRATIVE WARNINGS RECEIVED AFTER
MAILING OF AGENDA**

None.

DSM IV, QUESTIONS TO BE ADDED

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None.

REVIEW OF INQUIRIES RECEIVED BY LEGAL COUNSEL

John Schweitzer, Legal Counsel will respond on behalf of the Section to any inquiries received.

DIVISION OF ENFORCEMENT – CASE STATUS REPORT

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to close case **02 SOC 031** for no violation. Motion carried unanimously.

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to close case **03 SOC 040** for no violation. Motion carried unanimously.

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to close case **03 SOC 042** for insufficient evidence. Motion carried unanimously.

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to issue and administrative warning to case **03 SOC 047**. Motion carried unanimously.

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to close case **03 SOC 025** for insufficient evidence. Motion carried unanimously.

CONSULTING WITH LEGAL COUNSEL

The Section consulted with John Schweitzer, Legal Counsel, as need through today's meeting.

RECONVENE INTO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

MOTION: Ada Williams-Parr moved, seconded by Jennifer Borup, to reconvene into open session at 3:40 p.m. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

APPROVAL OF APPLICATIONS REVIEWED WITH JAN NEITZEL

Applications were reviewed by the Section at a separate meeting with Jan Neitzel, Credentialing.

MOTION: Jennifer Borup moved, seconded by Ada Williams-Parr, to approve the approved, deny the denied, and to request more information where needed. Motion carried unanimously.

BOECK, ELIZABETH-exam-denied
DUELLMAN, JARRED-exam-approved
FENNO, MARGARET-exam-denied
HAUKE, PAMELA-exam-denied
HAXTON, JESSICA-exam-approved
HUME, GEORGE ANNE-reciprocal-approved
KELLY-MARTINA, ALISHA-exam-denied
MANGNUSON, GRETA-exam-approved
PALMERT, CAROL-exam-approved
QUINTANAR, TRACY-exam-needs to complete time
SCHULTZ, DEANNA-exam-approved
SCARPACI, JAMES-exam-denied
SPERL, EILEEN-reciprocal-approved pending passing state exam
TARVID, SALLY-exam-approved
TOPITZES, JAMES-exam-denied
WEEDEN, JACQUELINE-exam-denied

SWTC FILE REVIEW

AXT, WENDY-course-denied
Experience-approved
APFEL, JENNIFER-employment-approved
BROWN, LENINE-degree-denied
Course-approved
BROWNSON, MICHELLE-employment plan-denied
GAFFNEY, MICHAEL-experience plan-approved
STOOP, MICHELLE-degree-approved
SMITH, ALLEN-employment-approved

OTHER REVIEWS:

JOINER, VIRGIL-personal appearance required
HOLLY, THULL-work history-approved
STUESSY, CLAIRE-clinical focus review-approved
GRIFF, MARY-history-denied
SPOFFORD, LIZA-clinical denial hearing-approved pending completion of time
DELWICHE, JONI-clinical denial hearing-approved

OTHER SECTION BUSINESS

None.

ADJOURNMENT

MOTION: Ada Williams-Parr moved, seconded by Jennifer Borup, to adjourn the meeting at 4:30 p.m. Motion carried unanimously.

**NEXT MEETING:
April 21, 2004**